

LYNDON CITY COUNCIL
ADJOURNED MEETING MINUTES OF
OCTOBER 15, 2012

The Lyndon City Council met in Adjourned Session on Monday, October 15, 2012, 7:30 p.m., at City Hall.

Members Present: Darby Kneisler, Brandon Smith, Bill Patterson, Doug Watson, Wayne Howard, Mayor Kay Jones

Others Present: Kim Newman, City Administrator
Julie Stutzman, City Clerk
David Wilson, Maintenance Supervisor
Darrel Manning, Chief of Police
Pat Walsh, City Attorney (8:15 p.m.)
Robert Ellis
Russell Swanson
Bridget Leuszler
Michelle Loeffler

1. **CALL TO ORDER:** Mayor Jones called the meeting to order.
2. **ROLL CALL:** The City Clerk called roll of the city council.
3. **ADOPTION OF MINUTES OF PREVIOUS MEETING:** A motion was made by Patterson to approve the regular meeting minutes of October 1, 2012 as presented. Kneisler seconded the motion, which carried. A motion was made by Kneisler to approve the special meeting minutes of September 29, 2012 as presented. Watson seconded the motion, which carried.
4. **CORRESPONDENCE TO COUNCIL:**
 - Storm water Brochure from the City of Ottawa.
 - Letter from CCMFOA awarding the City Clerk a scholarship to Clerk school.
 - Pledge of Securities from LSB.
 - Kansas Government Journals for September and October 2012.
5. **CITIZEN'S STATEMENTS AND PETITIONS:** Robert Ellis, rental property owner for 223 Topeka discussed with the council his concerns regarding access fees when the meter is inactive. No actions were taken.

Russell Swanson came to ask if the meter has been pulled for the American Legion. It was stated that the water department is waiting for the Legion to make arrangements to get into the building. He also voiced concern about the new asphalt and being able to get to mail boxes on Jefferson Street and other areas in town. A set of pictures was provided by the Maintenance Supervisor and gravel will be put down to help alleviate the issue. The Mayor stated she had spoken with the postmaster, who said mail boxes should be within arm's length from the edge of the road.

6. UNFINISHED BUSINESS:

- a) **ALLEY CLOSURE HEARING:** At 8:00 p.m., the Mayor opened the public hearing on the alley closure vacating the east west alley in block 27 of the original town. The Planning and Zoning committee has approved the preliminary plat. The Mayor asked if there was anyone opposed to the closing of the alley. No opposing comments. The public hearing was closed at 8:03 p.m.
- b) **ORDINANCE 787:** At 8:05 p.m. a motion was made by Howard to approve Ordinance 787 closing the alley. Kneisler seconded, motion carried.
- c) **ORDINANCE 788:** At 8:10 p.m. a motion was made by Watson to approve Ordinance 788 incorporating the 2012 Standard Traffic Ordinance. Patterson seconded, motion carried.
- d) **ORDINANCE 789:** At 8:13 p.m. a motion was made by Patterson to approve Ordinance 788 incorporating the 2012 Uniform Public Offense Code. Watson seconded, motion carried.
- e) **APPOINTMENT TO PLANNING & ZONING:** At 8:16 p.m. a motion was made by Smith to approve the Mayor's appointment of Jayson Massey to the Planning and Zoning Commission, Position 4 which will expire in May 2013. Patterson seconded, motion carried.
- f) **SAFE ROUTES TO SCHOOL CONTRACT:** At 8:20 p.m. a motion was made by Watson to authorize the Mayor to sign the SRTS contract for Phase I monies for the planning phase. Kneisler seconded, motion carried. The Mayor signed the contract.

7. NEW BUSINESS:

- a) **GROFF & BERRY:** At 8:25 a motion was made by Smith to authorize the Mayor to sign the Memo for Compliance for Groff & Berry. Watson seconded, motion carried. At 8:26 a motion was made by Patterson to authorize the Mayor to sign the Confirmation of Understanding for the 2011 audit. Watson seconded, motion

carried. At 8:28 a motion was made by Kneisler, to approve Resolution 12-04 GAAP Waiver for the 2011 Audit. Smith seconded, motion carried.

- b) **RESOLUTION 12-05 SENIOR HOUSING SUPPORT:** At 8:35 the Resolution was tabled until later in the agenda. At 10:50 p.m. a motion was made by Howard to approve Resolution 12-05 in support of the Senior Housing project. Smith seconded, motion carried. At 10:55 p.m. a motion was made by Howard to authorize the City Administrator to draft a letter detailing infrastructure improvements for senior housing. Patterson seconded, motion carried.
- c) **COMMUNITY CENTER CARPET:** Bids were received to replace or clean the carpet in the community center. It was consensus of the council to proceed with having the carpet cleaned. The City Administrator will check with Feltners to see about the length of time on getting the carpet replaced.
- d) **WIND ENERGY:** At 8:55 a motion was made by Howard to authorize the Mayor to sign a letter on behalf of the City to Lynn Jenkins supporting wind energy. Kneisler seconded, motion carried.

8. STAFF REPORTS:

- a) **POLICE:** A policy activity report was given to each council member.
- b) **PLANNING & ZONING:** A building permit activity report was given to the Council.
- c) **MAINTENANCE:** A maintenance activity report was given to each council member.
- d) **CITY ADMINISTRATOR:**
 - i. **Kansas Health Foundation - Healthy Communities Initiative:** The City Administrator stated she and the City Clerk went to the KHF Conference and gave council members a brief report.
 - ii. **Sunflower Trail Grants:** The City Administrator stated that USD 421 does not want to apply for the grant at this time. She also stated that she will be meeting with the Westar Green Team to look at another trail grant.
 - iii. **Jones Park Building Update:** The Mayor stated she went to Washburn Rural high school and Auburn grade school with the superintendent and high school principal of USD 421 and looked at the storm shelter facilities. She explained that

Washburn Rural had worked with FEMA. She brought back a blueprint showing the new addition.

iv. ICMA Conference Report: The City Administrator reported that she went to the ICMA where 2400 other City Managers attended. She gave the Council a brief report of the conference. It was noted she received her 10 year service award.

v. Sales Tax Referendum: The City Administrator gave the Council a rough draft for the sales tax referendum mailer for review. She told them they need to get this out to residents soon.

vi. Reindeer Raffle: The City Administrator stated she would like Council consensus to promote businesses in town with city funds. It was consensus of the council to proceed.

vii. IT Update: The City Administrator stated the server installation will begin tomorrow.

9. BOARDS AND COMMISSIONS: None.

10. COUNCIL COMMENTS:

Patterson asked about the light pole that was knocked down on 6th street. Dave noted the light had been ordered. Patterson asked if it was covered under the city insurance. It was noted that Bolz insurance would be called to see about claim.

Smith inquired about Robert Ellis from earlier and wanted the consensus from council. After some discussion, still no action was taken.

Howard asked about the streetlight out near the Baptist church. The City Clerk stated she would work with the PD to get it reported.

Howard noted that Stephanie Watson had applied for a KHRC grant to get 20 houses and out of 37 applicants, Osage County was the number one pick. It would be 20 houses in 5 years of low to moderate income housing. He also stated the first 2 would possibly be in Burlingame due to someone stepping forward to donate the ground.

Howard stated the cable line that is low on 4th street across the highway has been stopping tractor trailers. The Maintenance Supervisor stated he had called them and they have been lax in getting these issues fixed.

Kneisler stated that he had spoken with Danny Decker regarding the wires from the broom used by Killough. The Maintenance Supervisor stated that it was all removed and new gravel put in the drive way.

11. EXECUTIVE SESSION: At 9:45 p.m. a motion was made by Patterson to adjourn for 20 minutes for executive session for personnel. Watson seconded, motion carried. The Council reconvened at 10:05.

At 10:10 p.m. a motion was made by Kneisler to adjourn to executive session for personnel with City Administrator for 10 minutes. Smith seconded, motion carried. At 10:20 the Council reconvened.

At 10:21 p.m. a motion was made by Patterson to adjourn to executive session for personnel for 10 minutes. Smith seconded, motion carried. At 10:31 p.m. the Council reconvened.

At 10:32 a motion was made by Patterson to adjourn to executive session for personnel for 10 minutes with the City Administrator. City Administrator came out at 10:37 p.m. Kneisler seconded, motion carried. At 10:42 the Council reconvened.

At 10:43 a motion was made by Patterson to authorize the City Attorney to draft a contract of employment for the City Administrator. Watson seconded, motion carried. Roll call was taken and vote was unanimous.

12. ADJOURNMENT: At 10:57 a.m. a motion was made by Watson to adjourn to November 5th, 2012 at 7:30 p.m. Kneisler seconded, motion carried.

Julie Stutzman
City Clerk